

ABSTRACT

A method of searching, drafting and editing of electronic files includes the use of one or more peripheral computers, each computer handling an assembly of one or more updatable data bases having electronic documents, the electronic documents including information suitable to identify the same documents, each peripheral computer handling searches for, drafting of, communication about, and editing of, documents, the method being characterised in that the data base assembly provides one or more catalogues relevant to the documents, the search of documents or of part of documents being carried out employing at least one search criterium including the use of one or more catalogues. Apparatuses and instruments necessary for carrying out the method are also disclosed.